



MENTORING: EMERGING ARCHITECTURE IN PEOPLE DEVELOPMENT TRAINING



MTBM Group Sdn. Bhd. (1600656-M)

Level 8, MCT Tower, Sky Park, One City, Jalan USJ 25/1, 47650 Subang Jaya, Selangor



+603 8022 8330



+603 8022 8201



info@mtbmgroup.com



mtbmgroup.com

Course Title: Mentoring: Emerging Architecture in People Development Training

Course Validity: 2 Days

Validity: Not Applicable

HRD Corp Scheme: Claimable

INTRODUCTION

This training provides participants with a strong foundation in mentoring as a modern architecture for people development. It focuses on the evolving role of mentors in shaping talent, transferring knowledge, enhancing engagement, and accelerating organisational capability. Participants will learn mentoring models, relationship-building strategies, communication skills, and techniques to guide mentees toward growth. The programme aims to cultivate a structured and impactful mentoring culture that supports long-term talent development and organisational success.

OBJECTIVE(S):

- Understand the fundamentals of mentoring in today's developmental landscape.
- Learn modern mentoring architectures, models and frameworks.
- Strengthen interpersonal, communication and relationship-building skills.
- Develop mentor capabilities to guide, support and inspire mentees.
- Understand the roles, responsibilities and boundaries in mentoring.
- Apply structured mentoring conversations and goal-setting tools.
- Build a sustainable mentoring culture within teams and organisations.

TARGET GROUP(S):

- Managers & Supervisors
- Team Leaders & Senior Staff
- HR & People Development Personnel
- High-Potential Employees
- Anyone involved in talent development and mentoring roles

ENTRY REQUIREMENT(S):

- Able to read, write, and communicate in Malay/English

TOPIC(S):

1. Introduction to Mentoring in People Development
2. Roles & Responsibilities of Effective Mentors
3. Modern Mentoring Architecture & Frameworks
4. Building Trust & Mentoring Relationships
5. Communication Skills for Mentors
6. Asking Questions & Guiding Reflection
7. Setting Development Goals & Career Path Planning
8. Structured Mentoring Conversations
9. Managing Challenges & Difficult Situations
10. Mentoring vs Coaching vs Supervising
11. Building a Mentoring Culture
12. Mentoring Simulation & Action Plan

LIST OF REFERENCE BOOK(S):

- “The Mentor’s Guide” – Lois J. Zachary
- “Power Mentoring” – Ellen Ensher & Susan Murphy
- HBR: Mentoring Essentials
- Developmental Mentoring Models

LIST OF TEACHING AID(S):

- LCD projector
- Computer
- Whiteboard with accessories

METHODOLOGY(S):

- Lecture
- Group discussions
- Case studies
- Mentoring role-plays
- Practical mentoring workshop

TRAINING SCHEDULE

Day 1

Time	Activity / Topic
8:30 am – 9:00 am	Registration & Introduction
9:00 am – 9:45 am	Topic 1: Introduction to Mentoring & People Development
9:45 am – 10:30 am	Topic 2: Mentor Roles & Responsibilities
10:30 am – 10:45 am	Morning Tea Break
10:45 am – 11:30 am	Topic 3: Modern Mentoring Architecture & Frameworks
11:30 am – 12:30 pm	Topic 4: Building Trust & Mentoring Relationships
12:30 pm – 1:30 pm	Lunch Break
1:30 pm – 2:30 pm	Topic 5: Communication Skills for Mentors
2:30 pm – 3:30 pm	Topic 6: Questions That Inspire Reflection
3:30 pm – 3:45 pm	Afternoon Tea Break
3:45 pm – 5:00 pm	Workshop 1: Practice in Mentor–Mentee Conversations

TRAINING SCHEDULE

Day 2

Time	Activity / Topic
8:30 am – 9:00 am	Recap of Day 1
9:00 am – 9:45 am	Topic 7: Goal Setting & Career Path Planning
9:45 am – 10:30 am	Topic 8: Structured Mentoring Conversation Models
10:30 am – 10:45 am	Morning Tea Break
10:45 am – 11:30 am	Topic 9: Handling Mentoring Challenges & Boundaries
11:30 am – 12:30 pm	Topic 10: Mentoring vs Coaching vs Supervising
12:30 pm – 1:30 pm	Lunch Break
1:30 pm – 2:30 pm	Topic 11: Building a Sustainable Mentoring Culture
2:30 pm – 3:30 pm	Topic 12: Mentoring Tools, Templates & Guides
3:30 pm – 3:45 pm	Afternoon Tea Break
3:45 pm – 5:00 pm	Final Workshop: Mentoring Simulation & Action Plan